## SELECTBOARD MEETING April 6, 2023 Minutes

Present:

Lee McClenny

Nanette Rogers

Dave Baczewski

John Roberts

Greg Barrows

Guests:

Lori Johnson Louise Jensen

Maureen Wilcox

Sheila Franz

The meeting was called to order at 6:00 p.m. and was held in person at the Town Office and via Zoom.

## **CHANGES TO AGENDA**

There were no changes.

## **PUBLIC COMMENT**

There was no public comment.

## **MINUTES**

Dave Baczewski made a motion to approve the March 23, 2023 minutes as drafted, seconded by Lee McClenny. Motion passed: 2-0.

#### ROAD SCHEDULE

John Roberts, Road Foreman, reviewed the March 24, 2023 through April 6, 2023 Road Schedule. Lee McClenny made a motion to approve the Road Schedule as amended, seconded by Dave Baczewski. Motion passed: 2-0.

## **GRADER FINANCING**

Greg contacted four banks regarding a \$230,000 loan to purchase a new grader. Two banks responded. Union Bank quoted an interest rate of 4.6% and Community Bank quoted 4.82%. Based on the terms of the loan, the Town will save approximately \$558.15 if it borrows the funds from Union Bank. Lee McClenny made a motion to accept the terms and offer from Union Bank for financing the purchase of a new grader, seconded by Dave Baczewski. Motion passed: 2-0.

## FY'23 HIGHWAY BUDGET STATUS REPORT

Due to limited staffing, an up-to-date budget report was not available. Greg will send the Selectboard a report before the next meeting.

## CORRESPONDENCE

The Board received an email from Lori Johnson expressing concerns regarding an upcoming meeting of the Wastewater Outreach Committee to discuss a variety of topics regarding the community wastewater project. Initially, the Committee scheduled the meeting with the intent that a majority of the Committee members would attend along with the consultants. Ultimately it was decided that only two members will attend the meeting, therefore the meeting is not subject to the Open Meeting Laws because there will not be a quorum present. Lori feels that excluding the public from this meeting is setting a precedent. Maureen wonders why the Committee wants to exclude the public; what is the purpose. Louise Jensen stated that it sounds like the Committee wanted a work meeting. Lee noted that town boards, committees,

Selectboard Meeting April 6, 2023 Page 2

and commissions will often have a working group that will report back to the entire group in a public meeting where decisions will be made. It appears that this is what the Outreach Committee is trying to achieve. Dave advised that the ARPA Committee broke into subgroups to meet and work with applicants and feels that this is the intent of the Outreach Committee. The Board appreciates the concern being brought to their attention. It is the Board's expectation that whatever the Outreach Committee is working on it will move through to the Planning Commission and to the Selectboard.

A note was received from Pat Haller providing some points to consider while thinking about a parking ordinance, such as overnight or long term parking, car charging station, etc.

Nanette advised that she has received a second draft of the Personnel Policy and hopes to pass it along to the Selectboard for the first meeting in May.

Dave advised that he and Greg completed the annual reporting of the ARPA funds.

## FY'23 GENERAL FUND BUDGET STATUS REPORT

Due to limited staffing, an up-to-date budget report was not available. Greg will send the Selectboard a report before the next meeting.

## **ACCOUNTS PAYABLE AND PAYROLL WARRANTS**

Greg Barrows, Treasurer, reviewed the Accounts Payable and Payroll warrants. The warrants were signed by the Board.

## **ADJOURN**

The meeting adjourned at 6:48 p.m.

Respectfully Submitted,

Lee McClenny, Chair Selectboard

Nanette Rogers Town Administrator

# TOWN OF WESTFORD HIGHWAY DEPT. ROAD SCHEDULE March 24, 2023 – April 6, 2023

# Work to be done

- Truck maintenance.
- Take the plows off.
- Put the summer tires on.
- Haul in road gravel.

# Work completed

- Plowed, sanded, and salted several times.
- Graded several roads.
- Patched potholes on several roads.
- Hauled in road gravel.

Approved at the 41613 Selectboard Meeting.